

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday November 20, 2019 – 9:00 a.m.

## Call to Order/Confirm Quorum

Attendance: Commissioners: Frank Pierson, Mary Wissink, and Nathan Jeffries

General Manager: Kelly Williquette and Assistant Manager: Justin VanDyke

## Approval of Agenda/Minutes

The agenda for today's regular meeting was approved as presented. The minutes for the regular meeting held on Wednesday November 13, 2019, were approved as presented.

## Financials

An Expenditure Summary audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the Board.

As of this date November 20, 2019, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #35854 through #35863 in the total amount of \$136,901.07. Also, the payroll for the 1<sup>st</sup> half of November including check #7731 for the total amount of \$159.48 and EFT's in the total amount of \$41,542.39 for a total gross payroll of \$41,701.87.

It was also agreed unanimously to pre-approve payment to Joseph Arveson for meter reading services for the month of November in an amount not to exceed \$7000.00, due to next week's meeting being cancelled due to the holidays.

## Public Comment

None

## Managers' Report

Kelly Williquette presented the Board several payback options for the District's Drinking Water State Revolving Fund Loan for the WSA 1 & 2 Intertie Project followed by discussion. It was agreed to discuss our payback options with the loan holder, Department of Health, prior to approving a repayment schedule.

Kelly Williquette presented the Board a draft of the capital fund budget for 2020 along with the District's 6-year capital improvement table. After discussion, it was agreed to include these projects into the 2020 budget which Kelly Williquette and other District Staff are in the process of preparing.

## Open Forum (Board and Staff)

Commissioner Pierson asked the status of several ongoing projects around the District, and Kelly Williquette informed the Board the status of each.

The following announcements were made:

- The regularly scheduled Commissioner Meeting on Wednesday ~~January~~ <sup>November</sup> 27<sup>th</sup> has been cancelled due to the Thanksgiving Holidays.
- The regularly scheduled Commissioner Meeting on Wednesday December 25<sup>th</sup> has been rescheduled for Monday December 23<sup>rd</sup>.

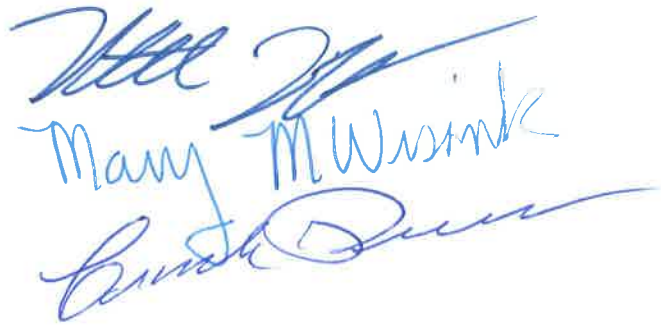
- The regularly scheduled Commissioner Meeting on Wednesday January 1, 2020 has been rescheduled for Friday January 3, 2020.

**Executive Session**

None

**Adjournment**

There being no other business, the regular meeting was adjourned.

  
Mary M. Wisnke  
Cynthia D. Durr